

Energy Facility Contractors Group Waste Management Working Group Tank/HLW Retrieval & Treatment Subgroup Charter

Purpose

The Energy Facility Contractors Group (EFCOG) Waste Management Working Group (WMWG) is chartered to leverage the expertise and experience of contractors to the U.S. Department of Energy (DOE). The WMWG covers a broad set of topics and as a result, has established a Tank/HLW Retrieval & Treatment Subgroup (HLWSG) to focus on a specific area of the working group's approved scope. The purpose of the subgroup is to seek out and promote the best management and operating practices, cost effective technologies, and treatment options for tank/HLW streams generated at DOE facilities. The HLWSG will be focused on complex wide integration and technology transfer while supporting cost effective and efficient waste treatment options. This will be achieved in a manner that enhances complex wide communication and maintains a priority on safety, environmental stewardship and security.

Objectives

- Work with the EFCOG WMWG members and DOE sponsors to focus on issues that have an impact on tank/high-level waste retrieval, staging, treatment, and disposal throughout the DOE complex.
- Promote, coordinate and facilitate the active transfer of best practices, procedures, lessons learned and other salient information that can benefit all contractors in the DOE complex.
- Provide for technology exchange and development which will be used to provide "technology based" solutions for cross-cutting issues (e.g., limits of retrieval technology, risk-based retrieval targets, treatment technologies, and waste forms).
- Provide assistance through program review and DOE-sponsored technology exchanges as requested by the site or DOE sponsor.
- Integrate with the *Tank/HLW Corporate Board* through ensuring HLWSG membership and participation on the board.
- Promote, coordinate, and facilitate resolution of issues related to sample management, transport, and disposition.

Scope

- The HLWSG will operate under the guidance of the overall EFCOG WMWG charter and as defined in the EFCOG Executive Council and Task Group Manual (maintained by the Office of the EFCOG Managing Director).
- As members of the WMWG, the HLWSG will communicate with other Working Groups (e.g. TRU, LLW, and Tank/HLW Corporate Boards) to avoid duplication of effort.
- Focus areas will be determined by the subgroup and endorsed by the WMWG using a systematic approach to identify where gaps or optimization opportunities exist in the current DOE waste retrieval and treatment strategies. Specific areas of interest include tank heel retrieval technologies, feed preparation and delivery, sludge and salt pretreatment, sample management, HLW glass optimization, and waste form qualification.
- The HLWSG, as a subgroup of the WMWG, will assume no financial, legal, or compliance responsibility for its members. Furthermore, it is not intended that EFCOG preclude or intervene in any way in the direct communication and interaction between any member company and the DOE. Participation in EFCOG-sponsored activities and support are

allowable costs under the DOE operating contract of each member, so long as costs are maintained at a reasonable level, receive appropriate management review and approval (consistent with DOE Allowable Contract Expenditures), and are compatible with contract requirements.

Organization

- A champion for the HLWSG is selected by the WMWG chair to lead the subgroup.
- Members of the HLWSG are a subset of the WMWG.
- The HLWSG reports to the WMWG Chair.

Process

- The HLWSG charter is developed by the subgroup, endorsed by the WMWG, and approved by the Sponsoring Director.
- The HLWSG will follow the HLWSG, WMWG, and the EFCOG charters, abide by the EFCOG Executive Council and Task Group Manual, and operate under the guidance of the WMWG Chair or Vice-chair.
- With the exception of distributing workshop proceedings, teleconference and meeting minutes, draft reports, or similar informational documentation, all official transmittals of EFCOG information to nonmembers or DOE will be approved by the WMWG Chair or his/her designee before release.
- The WMWG Chair is designated as the single point of contact for official EFCOG HLWSG communications.
- HLWSG will provide an annual written report of completed and ongoing EFCOG activities to the WMWG Chair for inclusion in the Task Group annual report to the EFCOG Board.
- The WMWG Chair will annually report to the EFCOG Board of Directors on the subgroup's achievements resulting from the sharing information or other initiatives. The Board of Directors will determine whether the group should continue, disband or be reconstituted.

Approvals

WMWG Chair: WJ Gelber Date: 2/1/2011

WMWG Sponsoring Director: WGA Nantz Date: 8-31-10